

**Minutes of the
Board of Selectmen Meeting**
Wednesday
May 25, 2016

Board members present: Chairman, Roberta Fraser, Jack Marsh, Herb Stephens, Ben Kilanski and Ray Williams. Also present the Water/WW Superintendent Rick Meleski, Highway Superintendent Dale Gray, and Land Use Administrator Margaret Sharra.

First order of business: Open meeting

The Chairman opens the meeting at 7:30pm.

Second order of business: Business and minutes

The board reviews a letter to be sent to the NHMA instructing them on who at the town hall can contact them for legal advice. The only personnel are the Interim Administrator, all the Selectmen, and department heads Jim Tetreault, Margaret Sharra and Amy Bond. The letter will be redone and the board will sign. Selectman Kilanski **makes a motion** to approve, Selectman Williams seconds. The motion carries 5-0.

The board is officially informed that Kinder Morgan Pipeline application has been withdrawn. The pipeline information can be removed from the website.

The board reviews estimates for window replacement and repair at the Conant Library. Marvin Smart estimate is \$2490, Cheshire Glass is \$2615, and Carbone is \$870. It does not appear Carbone is proposing the same work. Carbone will be contacted to get correct estimate.

The board reviews the town's employment application. It was suggested to remove "contact present employer" and add the request for references. Selectman Marsh **makes a motion** to approve, Selectmen Kilanski seconds. The motion carries 5-0.

The front stoop, entrance to the town hall, is crumbling and is need of repair. The board agrees.

The feasibility study information will be presented to the Jones Road residents 6/1/16 at 7pm. A public hearing on the study will be held 6/8/16 at 7pm at the town hall.

Rick Meleski updates the board on repair work at 50 Jones Road. The work did not go as planned. Temporarily the water line to the resident is above ground. This will have to be fixed prior to winter.

The board is in receipt of a letter of intent and request for obligation of funds to be signed for a USDA grant in the amount of \$30,000 towards the new fire truck. Selectman Marsh **makes a motion** for the Chairman to sign, Selectman Stephens seconds. The motion carries 5-0.

Barry Bordner's attorney has submitted a letter requesting a meeting with the Selectman to discuss the assessment on his business on Hildreth Street. The board agrees to meet on 6/22/16 at 6pm.

The board discusses the part time financial assistant position. They agree the pay range would be \$15-\$17 per hour. The board agrees to the job description and to place an ad in the Sentinel for next week and employment websites. Applications are due 6/22/16.

The board reviews and approves the following financial documents:

Selectman Stephens **makes a motion** to approve the RERP reimbursement, Selectman Marsh seconds. The motion carries 5-0.

Selectman Kilanski **makes a motion** to approve a TD bank card for the PD in the amount of \$495.00, Selectman Stephens seconds. The motion carries 5-0.

Selectman Kilanski **makes a motion** to approve the payment for Forest Fire in the amount of \$370.66, Selectman Stephens seconds. The motion carries 5-0.

The board is in receipt of quotes for workman's comp, unemployment compensation and property liability from Primex and Davis & Towle. The board will be meeting with them on 6/1/16 at 7pm.

The Town Clerk will be doing registrations for Hinsdale the next two days.

Linda Buzby wrote a letter to the board expressing her disappointment that an abatement she said she submitted was not found. It is too late to submit another. She must wait until next year. Avitar has been given her card to check on the apparent over assessment of the property.

Selectman Kilanski informs the board her met with the Welfare Director, Peg, and she told him she has never been given guidelines for the welfare/work program. She does not have any guidelines to go by. Selectman Marsh remembers the wages were to be minimum wages and to be deducted from the benefits. Selectman Fraser says she has a program and can get it to Peg. Part of the guidelines need to state the timeframe for working. Such as one hour a year is not sufficient. Also need to have it made clear that if someone doesn't show up for work when they agreed to then they will not get assistance again.

The board reviews the minutes of 5-18-16 for approval. Selectmen Stephens **makes a motion** to approve, Selectman Kilanski seconds. The motion carries 5-0.

Dale Gray handed out to all board members information he received from DES regarding beaver dam removal and culvert replacements. He will now be able to proceed with some of this work.

Third order of business Public comment

Robert Leustrek of the RED Committee asks for approval to spend \$750 for a porta potty for a season for the Farmers Market. The board agrees.

He also asks for approval to spend \$25.00 to join the NH Farmers Market Association. The board agrees. He would like to hire someone to make a sign similar to the one in Keene that is always changing to list upcoming events and place it near the Kiwanis sign. The board liked the idea. Sue Durling can make the sign.

Claudia Harvey asks if there is a probation period for the new Financial Supervisor. Selectman Fraser replies yes there is, 6 months. Will there be an increase in pay after this period? Yes.

Bill McGrath hands to each Selectman his research and opinion on his water base rate for 2 units. He asks the board to look at the policy of the water department. He disagrees with the 2 unit fee when he

has an accessory unit. He does acknowledge that he does have 2 units. He asks the board to review his information and think about it. Rick Meleski states that the policy in place is standard for this town and other communities. These are normal billing practices. Mr. McGrath disagrees. There is further discussion.

Chris Steaman of the pipeline coalition had deposited the checks last week and there will be a bill coming shortly. The board thanks him for his work.

Billie Jo Jackson would like to meet with the board to discuss her tenant's water bill. The board will meet with her next week in a non-public session.

Fourth order of business: Non public under RSA 91:A3119(a)(c)

Selectman Stephens ***makes a motion*** to enter non public session under (a)(c), Selectman Kilanski seconds. A roll call vote was taken and members vote "yes" individually and the board convenes in non-public at 8:20pm.

Fifth order of business: reconvene

The board reconvenes in public session at 10:06pm. The minutes are not sealed. (Selectmen Fraser and Marsh had left at 9:00pm)
Kari Miner will fill the position of interim Administrator.

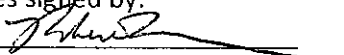
Sixth order of business: Adjournment

Selectman Kilanski ***makes a motion*** to adjourn. Selectman Williams seconds. The motion carries 3-0.
10:10pm.

Minutes respectfully submitted:
Margaret Sharra, LU Administrator

Minutes approved by the board on:

Minutes signed by:



Roberta Fraser, Chairman

Margaret Sharra, LU Administrator